

Admin Settings Overview

[Student ID & User ID/Email Settings](#)

User Role Requirements: Administrator

Navigation: Settings

Allow Editing of Student ID:

This setting helps the school administrators restricts or permits students/volunteers to make changes to their Student ID. Often times these are preassigned alphanumeric IDs provided by the school, then prepopulated in x2VOL for the student during the initial volunteer import process.

By toggling **On**, the Student/Volunteer (**OR Administrator IF using “Log in as User”**) user will be able to edit and save any combination of alphanumeric characters for the x2VOL profile.

By selecting **Off**, the Student/Volunteer (**OR Administrator IF using “Log in as User”**) user will be prevented from making ANY changes to this field as it will be locked down for edits.

Allow Editing of Student ID

Allows users to edit the Student ID field in their profile.



Allow Editing of User ID/Email:

This setting allows the school administrators to control whether or not students/volunteers are permitted to make changes to their User ID/Email. Often times these are preassigned Email addresses provided by the school, then prepopulated in x2VOL for the student during the initial volunteer import process.

By selecting **On**, the Student/Volunteer (**OR Administrator IF using “Log in as User”**) user will be able to edit/change their email address then save any combination of alphanumeric characters for the x2VOL username.

By selecting **Off**, the Student/Volunteer (**OR Administrator IF using “Log in as User”**) user will be prevented from making ANY changes to this field as it will be locked down for edits.

Allow Editing of User ID/Email

Allows users to edit the Email Address (Username) field. If disabled, forces the imported email.



Save:

After making your selections in order to persist your changes you must click the save button located at the top right of the page. You can do this after each change you make (i.e. one by one) or after making multiple setting changes.

Save All Changes

Student View:

My Profile

Manage your personal information and security settings.

 Log Out

 Save Profile

Basic Information

FIRST NAME

Acadia

LAST NAME

Ambridge

STUDENT ID

SPA1235

BIRTHDAY

02/2010



EMAIL ADDRESS

spa1235@spartyaca.org